

RFQ-RT-04-00356
ANNOUNCEMENT FOR STUDENT SERVICES CONTRACT
United States Environmental Protection Agency
Office of Research and Development
National Health and Environmental Effects Research Laboratory
Neurotoxicology Division, Research Triangle Park, NC

The Neurotoxicology Division (NTD) of the National Health and Environmental Effects Research Laboratory (NHEERL), Office of Research and Development (ORD) at the U.S. Environmental Protection Agency (EPA) is seeking a college student to provide services under a contractual agreement to assist in neurophysiological studies. The successful student contractor should be a Bachelor's level student with an emphasis in organic chemistry, biochemistry, molecular biology, environmental science, biology, toxicology, pharmacy, physiology, or neuroscience. Minimally, the student contractor needs to have completed two or more courses in college level organic chemistry, biochemistry, molecular biology and/or environmental science and have acquired 36 credit hours at the college level. An understanding of xenobiotic metabolism and analytic chemistry, or electrophysiology and experience working with live animals is desirable. In all cases, the student will need to know basic safety requirements in the laboratory and will be given additional safety requirements at their laboratory.

The Neurotoxicology Division (NTD) is one of five health divisions of the National Health and Environmental Effects Research Laboratory. The five divisions are located within the RTP area. The NTD is the focal point for planning, conducting, coordinating, supporting and evaluating a program aimed at studying the effects of physical and/or chemical agents on the nervous system. The overall objective of the NTD is to provide the scientific basis and technological means to enable the prediction of whether or not an environmental agent will produce neurotoxicity in humans. A major research goal is to minimize the uncertainty of such predictions..

The student contractor shall work with a multi-disciplinary team assisting with tissue preparation, pesticide extraction, HPLC analysis, and data reduction and statistical analysis of pesticide levels in animals following exposure to n-methyl carbamate pesticides. This will include preparing extraction solutions, HPLC mobile phase, integrating chromatograms, and entering data into a computer. The student will follow all QA requirements for scientific data collection at NHEERL.. The student shall perform duties, as requested, according to specifications and instructions provided by the mentor. Where appropriate, the student shall maintain careful and accurate records in designated laboratory notebooks. These notebooks and all other data produced under this order will be the property of the Environmental Protection Agency. All necessary instructions and training will be provided by Dr. David Herr (herr.david@epa.gov) who will also serve as the student mentor.

The contract will be for 12 months (starting on or about October 1, 2004 - Sept 30, 2005). It is anticipated that the student shall work 20 hours per week with the majority of the work being Monday through Friday of each week. The duty location is Neurotoxicology Division, NHEERL, 109 TW Alexander Drive, Research Triangle Park, NC 27711. Work will be performed under office and/or laboratory settings. The work is not particularly hazardous or physically strenuous; laboratory health and safety training will be provided.

Student contractors are responsible for all costs of transportation to and from the principal duty station location. EPA does not provide housing, meals or other living expenses while working at the principal duty station.

The hourly rate of pay is commensurate with the level of education and experience necessary for this position: \$13.76/hour for BA/BS degree. Student contractors will be paid the basic hourly rate only for the number of hours worked. Student contractors do not accrue leave or holiday benefits and are not paid for any non-work days, regardless of the reason. Federal, State, and Social Security taxes will not be withheld; student contractors are responsible for reporting income to authorities and paying all taxes.

Non-U.S. citizens may be eligible to participate, depending on their immigration status and the applicable regulations of the Bureau of Citizenship and Immigration (BCIS), formerly known as the Immigration and Naturalization Service.

Interested students or recent graduates must submit a one or two page resume or a statement of qualifications including (1) student's full legal name; (2) mailing address; (3) telephone number; (4) e-mail address (if any); (5) date of birth; (6) social security number; (7) place of birth; (8) citizenship or, if not a US citizen, immigration/VISA status; (9) education, including description of relevant classes; (10) work or volunteer experience related to the scientific field; and (11) laboratory/field experience. **A certified copy of your most recent transcript listing courses taken, grades and overall GPA must be attached.** Send your resume or statement of qualifications and transcript to Jennifer Hill, Contracting Officer via email at hill.jennifer@epa.gov or by fax to 919-541-4273.

All interested parties are required to visit the EPA procurement home page at http://www.epa.gov/oam/rtp_cmd to learn full details of the proposed contract. Under the section entitled "Student Services, RFQ-RT-04-00356", read all of the attached documents. This website should be visited periodically to check the status of this procurement and to see whether or not any changes have been made. If you have any questions on the information contained in this website, please contact the EPA Contracting Officer Jennifer Hill at hill.jennifer@epa.gov.

Questions regarding the technical aspects of the contracted duties and responsibilities should be directed to Dr. David Herr, the EPA technical mentor for the contracted activities, at herr.david@epa.gov or (919)541-0380 or Phyllis Keeter, the Neurotoxicology Division Program Analyst, at keeter.phyllis@epa.gov or (919)541-1404.

The Government will make contract award based on the student's work experience, knowledge and skills, training and course work as it relates to the services described in the announcement. Please check the Evaluation Factors document on the website mentioned above. Students who perform under contract for EPA are required to undergo a background check, check of FBI fingerprint files and a suitability determination by the EPA. **Responses to this Announcement will be accepted until August 2, 2004, 12:00 p.m., EDT.**